

64-1416

25 February 1964

MEMORANDUM FOR THE RECORD

SUBJECT: Briefing Training

1. This is to record a telephone call from [] in OTR concerning current plans for the senior briefing course. [] advised me that they had again been in contact with [] and he will be able to make himself available for a six-week course starting 30 March, meeting on Monday and Wednesday between 9:30 and 11:30 A.M. (instruction to be given in Headquarters building).

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2. [] said that he had been in contact with the senior training officers of the various directorates [] and, in the absence of [] in order to obtain an informal reading on prospective candidates if this course were to be given during this period. [] stated that he suggested course participants be GS-15's and above and requested their nominees by close of business Friday, 28 February. OTR desires to negotiate a contract with [] confirming this course sometime during the week of 2-6 March.

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3. I advised [] that his action may be a bit premature in that Mr. Kirkpatrick and General Carter may desire to discuss this subject at the Executive Committee meeting and personally select the participants for this first course or request the Deputy Directors to personally select the participants. I advised [] that I would discuss this with Mr. Kirkpatrick at the first opportunity and advise him Mr. Kirkpatrick's desires.

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[]
Assistant to the Director
E.E. SE TO SE VH, ED

+ Reading Board

RECEIVED FILE Record